



Foreign Affairs Manual

1 FAM – Organization and Functions

Change Transmittal: ORG-228

Date: August 31, 2010

1 FAM 360 OFFICE OF MEDICAL SERVICES (MED)

Changes

1. **1 FAM 360, Office of Medical Services (MED):** Major changes include:
 - **1 FAM 362.1, Clinical Director for Office of Medical Services (MED/C):** This individual's responsibilities also include Travel Medicine and Infectious Diseases;
 - **1 FAM 362.3, Director of Mental Health Services (MED/MHS):** This individual also supervises the Chief of the Deployment Stress Management Program; the Chief of Employees Consultation Services; and the Chief of the Alcohol and Drug Awareness Program (ADAP); and
 - **1 FAM 362.5, Executive Director (MED/EX):** This individual also provides leadership and oversight to Financial Management and Claims and Medical Supply and Support.
2. **Change Transmittal** has replaced the term, Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's transmittal acronym and numerical series remains in place.
3. Changes appear in *italic* and **dark magenta™**. Italic and dark magenta™ provide a historical record of changes.
4. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions for Paper Copies

1. Remove and discard old subchapter 1 FAM 360 (CT:ORG-195, 09-15-2008; 8 pages) and insert revised subchapter 1 FAM 360 (7 pages).
2. After inserting the material in the binder, insert this transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:ORG-228, and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/GIS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this transmittal letter.

(MED/DIR/QI)